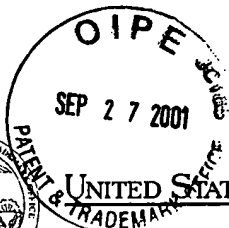


#4



## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/844,259	04/27/2001	Michael Best & Friedrich, LLP Robert J. Zagotta	35196-9007-02

RECEIVED

JUL 27 2001

DOCKETING  
MILWAUKEE, WI

CONFIRMATION NO. 8920

## FORMALITIES LETTER



\*OC00000006339980\*

23409

MICHAEL BEST & FRIEDRICH, LLP  
100 E WISCONSIN AVENUE  
MILWAUKEE, WI 53202

Date Mailed: 07/25/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

10/01/2001 EABUBAK1 00000023 09844259

FILED UNDER 37 CFR 1.53(b)

Due 9/25/01

01 FC:201	355.00 OP
02 FC:202	40.00 OP
03 FC:203	405.00 OP
04 FC:205	65.00 OP

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.  
*Applicant must submit \$ 710 to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).*
- Total additional claim fee(s) for this application is \$890.
  - \$810 for 45 total claims over 20.
  - \$80 for 1 independent claims over 3.
- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 1730.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

Duplicate  
copy

*A copy of this notice MUST be returned with the reply.*

*Zerubel MS.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

09844359-09201  
FOI260-65244860



IN THE UNITED STATES PATENT AND TRADEMARK OFFICE  
Group Art Unit 2152

*Seaton*

In re

Patent Application of:

Robert J. Zagotta, et al.

Serial No.: 09/844,259

Filed: April 27, 2001

Examiner: Unknown

I, Teresa Thelen, hereby certify that this correspondence is being deposited with the US Postal Service as first class mail in an envelope addressed to Assistant Commissioner for Patents, Washington, D.C. 20231, on the date of my signature.

*Teresa Thelen*

Signature

9/24/01

Date of Signature

“SYSTEM FOR AND METHOD OF  
IMPLEMENTING A SHARED STRATEGIC  
PLAN OF AN ORGANIZATION”

RESPONSE TO NOTICE TO FILE MISSING PARTS

Box Missing Part  
Assistant Commissioner for Patents  
Washington, D.C. 20231

Sir:

This is in response to the Notice to File Missing Parts of Application - Filing Date Granted, which was mailed July 25, 2001 and a copy of which is attached. Enclosed is a Declaration and Power of Attorney and a check for \$865.00.

The filing fee has been calculated as shown below. Applicant is asserting small entity status as specified under 37 C.F.R. 1.27.

(1) FOR	(2) NUMBER FILED	(3) NUMBER EXTRA	(4) RATE	(5) BASIC FEE \$355.00
TOTAL CLAIMS	65 - 20	= 45	X \$9.00	= \$405.00
INDEPENDENT CLAIMS	4 - 3	= 1	X \$40.00	= \$40.00
			SURCHARGE	65.00
			TOTAL FILING FEE --	\$865.00

09/844,259

Applicants are also enclosing substitute drawings in compliance with 37.C.F.R. 1.84.

Charge or credit Deposit Account No. 13-3080 with any shortage or overpayment of the required fee. A duplicate of this sheet is enclosed.

Respectfully submitted,



Sheldon L. Wolfe  
Reg. No. 43,996

File No. 35196-9007-02

Michael Best & Friedrich LLP  
100 East Wisconsin Avenue  
Milwaukee, Wisconsin 53202-4108  
(414) 271-6560

T:\CLIENTA\035196\9007\A0242479

10/22/00 16:52:44 860